
**Pre-registration Trainee Pharmacists Specialist Group (PTPSG)
Minutes of the Meeting held on Wednesday 13th January 2010 ,
50 Eastbourne Terrace, London**

Present:

Committee Members: Amanda Kemp (Chair), Alison Littlewood (Secretary), Julie Sowter, Helen Badham, Helen Middleton, Jill McDonald, Helen Fawcett, Rachel Stretch, Siobhan Burke-Adams, Maria Christou

Apologies: Clive Moss-Barclay, Lisa Smith, Andrea Hollister, Andrew Campbell, Emma Wright, Gail Fleming, Margaret Allen. J Gilbertson

Invited: Susan Sanders

1. Minutes of last meeting

Amendment Pg 3, pt 8. A Kemp to contact Carol Evans to ensure that PEDC was represented at her meeting of PLB

Of note M Christou indicated that C Evans would like to attend PTPSG meetings.

The nature of the purpose of her attendance was discussed.

Action: A Kemp to invite to next meeting.

Accepted as a true record.

2. Matters arising

M Christou summarised the main points from the PLB focus group meeting of 12th Jan 2010.

Damien Day gave an update on future developments for preregistration training.

- A list of pre-reg trainee pharmacist tutors will be produced but reaccreditation of Tutors will be randomly staggered for 1, 2 and 3 years.
- Pre-reg tutor standards are ready for consultation - to be enforced for the start of 2011 pre-reg intake.
- Accreditation of pre-reg training programme will be based on the learning experience of trainees not the premises.
- New standards developed by the 'Fit for the Future' group will not be implemented until 2011.
- Trainees in the 2010-11 cohort will undertake training performance standards of GPhC in the interim.
- The registration examination will be referred to as "Registration assessment" from 2010. The examination format will remain the same in the interim (i.e. MCQs).
- Current Pre-reg staff will move to GPhC staff.

C Evans will produce a report for circulation.

Action: M Christou to provide 1st meeting report. Power Point presentation and report of meeting for 12th Jan to be circulated when released.

PTPSG will advise the PLB on where tutor support is required and share best practice.

GPhC Education Procedures Consultation – comments to A Kemp by 2nd February. **All**

3. Outcomes and destination data

Papers were circulated by S Sanders of the reconfigured 2008-09 data

Sheet 1 The group discussed how the data could be refined to meet the needs of PTPS group and the Task and Finish group.

Action: Susan to draft revised suggestions and circulate.

Sheet 2

Action: PTPSG members could start to complete the numbers for the 2009-10 cohort.

The timing of the collection of data should be clarified with S Ambler to fit with ongoing Workforce agenda. A Kemp and S Sanders to notify group.

Members agreed that the previous data are complete and no further revisions will take place. Revisions will apply to 2010-11 cohort data.

4. Survey on ‘reasons for first job post registration’

The electronic survey carried out by A Kemp from 2008-09 has been given to a statistician for analysis. PTPS group agreed to support T Beswick in taking the work forward at the appropriate time

Action: PTPS members to feed in information regarding questions for the survey to T Beswick.

London region are currently holding telephone interviews to follow up the 2008-09 cohort to find out where they are. Technical group may also conduct a similar survey.

5. National Recruitment Scheme

H Middleton reported that 696 places will be advertised for the 2011 intake. The cost per applicant will be £116.95p. Invoices will go out to nominated leads.

It was noted that a few hospitals withdrew places in the 2nd round which caused distress to applicants. The reason for withdrawal was thought to be that the hospitals may have not received confirmation from candidates from first round offers and thought they had a vacancy.

The group agreed that the application window for 2nd round should be increased to 2 weeks. Guidance about the October deadline will be put in the book and on the website.

The group discussed the use of employment references as part of the short listing process for OSPAPs. This is not usual practice

Action: H Middleton to look into what options OSPAPs can be given and what the employer will see and circulate - Members to respond by 2 weeks time.

J Sowter commented that candidates interviewed for joint PCT/hospital placements had poor knowledge of pharmacy roles in PCTs

Action H Middleton to review PCT information on website and in booklet

6. **Quality Assurance Frameworks**

Agreed to remove from agenda pending future developments.

7. **Issues with Pre-Reg Recruitment**

Members have received reports of a poor standard of applications from pharmacy undergraduates for pre-reg placements. There is no evidence to support these comments but members agreed to reinforce that quality of applications is important at Roadshows in Schools of Pharmacy.

8. **Pre-Reg Contract Termination**

J Sowter had collated information on procedures advised by Human Resources regarding completion of fixed term contracts, which include preregistration trainee pharmacists. Details had been circulated in previous mailings with request for PTPSG members to comment.

The outcome was that there is mixed awareness in HR departments of the correct procedure.

Tutors should be made aware of the legal obligation to carry out the procedure for all employees on fixed term contracts.

Action J Sowter to summarise key points and circulate to PTPSG members to raise with Tutors locally.

9. **Website called www.thepreregplace.co.uk**

A Kemp reported that this website advertises pre-reg places. However it is most likely a commercial venture to gather data and sell to other organisations.

Action ALL: No members should use or endorse the website and inform Trusts .

10. **The Accuracy checking accreditation programme (PACE)**

J Gilbertson not present. Deferred to next meeting.

11. **Report from Main Committee Morning meeting**

TOR for Main Committee amended

TOR for PTPSG to be amended by M Christou

Action: A Kemp to send interim TOR to M Christou

12. **Any other business**

April agenda – deputy secretary needed for July meeting.

H Badham reported that some pre-reg posts had been temporarily frozen and a Vacancy review panel had been called to grant the places.

M Christou queried whether the Careers fairs had become out of date. New technologies such as webinars would allow more students to see presentations on careers. The PLB and representatives from Trusts could participate.

Dates of Next Meetings: *50 Eastbourne Terrace, Paddington*

Monday 26 April 2010 Tuesday 13 July 2010 Monday 18 (& Tuesday 19 for Focus Event) October 2010
